

# **IOWAccess Project 6**

## ***Online Housing & Finance Information System***

Friday, November 14 ✧ 10 am - Noon  
Iowa Finance Authority ✧ 200 E. Grand ✧ Des Moines

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### **Members Present**

Irene Hardisty, Co-Chair  
Bruce Ray, Co-Chair  
Jim Chesnik  
Steve Shelley  
Sheila Lumley  
Julie Noland  
Rose Wazny

### **IOWAccess Staff**

Amy Campbell

### **Welcome**

Bruce Ray and Irene Hardisty called the meeting to order. Ray passed out an electronic mail on the process the team will need to go through to sign an agreement with the successful vendor.

Noland stated that three proposals were received - two from Iowa State University and one from the University of Northern Iowa.

### **Review Responses to Project 6 Request for Information**

The Team discussed the merits of each proposal. General discussion points have been summarized.

#### UNI Proposal

This proposal met the team's timeframe and budget - but was not detailed. Hardisty noted that she was not sure the items included in the budget for UNI's proposal, and whether they are proposing a the inclusion of hardware and software. The team did not feel that this proposal was sufficient, particularly because of the time extension provided.

#### Iowa State University - College of Business (Anthony Hendrickson)

The team believed that this proposal was highly technical, but recognized the needs of customers. Noland asked Campbell to clarify whether Project 6 would be expected to use the IOWAccess server - or if it is to purchase their own servers. Both ISU proposals include the purchase of servers. Noland asked specifically about the use of Microsoft products - and the use of SQL or UNIX servers. Both ISU responses propose the use of an SQL server. The team asked Campbell to clarify that the IOWAccess server will handle multiple platforms.

This project does not include information on sustainability, and suggest a way in which the team could effectively keep information updated. The proposal meets the project timelines, and budget.

#### Iowa State University - College of Design (Richard Hasbrook)

Ray commented that he liked the fact this proposal was realistic, straight-forward, and officially approved by ISU. The team was impressed with their data collection methodology. This response proposes to sustain this project beyond the timeline - and keep data current after September 30, 1998. However, funding for this sustainability has not been identified. This proposal also includes \$67,227 in ISU matching funds, because it suggests expanding the site information to include landscape and other information that are ongoing ISU projects.

Chesnik cautioned that the site needs to continue to take IOWAccess project information is the priority - and doesn't get lost with the ancillary information. Hardisty stated that the team needs to clarify whether ISU is proposing the ongoing maintenance of the site without charge to the state - and if this will continue to be a part of IOWAccess after that date (or if it becomes ISU).

Hardisty asked that the team clarify the issue of web design - and the contractor's role in the web design.

#### **Selection of Vendor/Alternative Course of Action**

Hardisty asked that the team consider narrowing down the proposals. The team agreed that the UNI proposal was too brief, and there were too many questions left unanswered. The team also agreed that the ISU-College of Design proposal was much more realistic and detailed. Noland acknowledged that the team needs to emphasize flexibility.

The general consensus that the team select the ISU-College of Design proposal, with clarification about the web design component and the ongoing management of the project.

Ray suggested that the team contact ISU in writing - and call them and let them know a letter is coming. Hardisty will clarify from ISU:

- Web design - and clarify the actual role as consultative with the Project 1 vendor.
- Follow-up with a section on the future maintenance of the site (if there would be a fee, and if it continues to be an IOWAccess page).

Campbell agreed that she will ask the ICN for a copy of an Intent to Award letter that goes out to the responding agencies.

#### **Adjourn**

The Project 6 Team adjourned at 11:30 am.